

Minutes of the Health and Human Services Board Meeting

Thursday, July 16, 2014

Board Members Present: Citizens Members Joe Vitale (Chair), Mike O'Brien, Lori Cronin, Sarah Justin. County Board Supervisors Janel Brandtjen, Christine Howard. County Board Supervisors Duane Paulson and Bill Zaborowski arrived at 10:55 a.m. **Excused:** Dr. Steven Kulick and Mary Lodes.

Others Present: Health and Human Services Director Antwayne Robertson, Health and Human Services Deputy Director Laura Kleber, Public Health Manager Dr. Nancy Healy-Haney, Intake and Support Services Division Manager Jesús Mireles, Economic Support Coordinator Debra Berg, Child and Family Services Manager Lisa Roberts, Human Service Supervisors Diane Bazylewicz and Eve Cook, Adolescent and Family Services Division Manager Peter Slesar, Clinical Services Division Manager Joan Sternweis, Mental Health Center Administrator Jeff Lewis, Administrative Services Division Manager Randy Setzer, Accounting Services Coordinator Cynthia Lilley, Programs & Projects Analyst Steve Krafcheck, Senior Financial Analyst Jennifer Cariveau, Aging & Disability Resource Center (ADRC) Manager Luann Page, ADRC Coordinator Mary Smith, Veterans' Services Officer Tom Ludka, Senior Financial Budget Analysts Clara Daniels and Steve Trimbora, Budget Management Specialist William Duckwitz, Legislative Policy Advisor Sarah Spaeth.

The meeting was called to order at 8:30 a.m. Introductions were exchanged.

Pledge of Allegiance

Approve Minutes of 6-12-14

MOTION: Brandtjen moved, second by Howard to approve the minutes of June 12. Motion carried 6-0.

Correspondence

Vitale referred to a letter received from Justin about the need for more prevention in schools and more communication with parents about the drug and alcohol problems in the schools. Topic will be added to a future agenda.

Advisory Committee Reports

O'Brien reported on a presentation from Kelly Dinsmore of Rosecrance, a treatment center for adolescents struggling with substance abuse heard at the July AODA Advisory Committee meeting.

Future Agenda Items

- HHS Board By-Laws for study/action
- Direction of the HHS Board in addressing the alcohol and drug problem in Waukesha County.

Approval of Appointment Application at Mental Health Center

MOTION: Cronin moved, second by O'Brien to approve appointment application of Mindas Siliunas, M.D. to the Psychiatry Department of the Mental Health Center.

Overview of Proposed 2015 Budget

Robertson introduced the HHS Management team. This year's theme is corporate compliance from the state and federal level, continue with best practice and outcome base performance, and build on the strengths within Health and Human Services. You will hear about additional revenue opportunities from the state and federal government and various reductions in key areas all while providing a sense of hope, responsibility, and level of independence for those who enter the Human Services Center. Key areas you will hear about include:

- Development of an electronic medical records.
- Various state and federal mandates, CCS initiative expansion and its impact on the Clinical Services Division.
- State Dementia Care design.
- Maintenance of a Level 2 Public Health agency.
- ICD 10 goes into effect in 2015 and its impact on internal operations.
- Various adjustments in the boys and girls non-secure programs and services.
- Lean government.
- Trauma Informed Care efforts.
- State challenges in regards to the veterans population
- Alcohol and Drug Treatment Court
- Cross divisional staffing needs
- Corporate compliance and evidence based practice embedded in the action steps of each division strategic plan.

Proposed Intake and Support Services Division Budget

Mireles presented the Intake and Shared Services Division budget. Intake and Shared Services Division serve as the initial point of contact for child welfare services. Assessments are provided in the areas of child protective services, out of home placement, parent/teen conflict, disability funding requests, and information referral services. During the past year, eight training sessions were held with community member on what happens when a call to the HHS agency is received to ensure safety of a child. Short-term and supportive services include Kinship Care, Respite Care, Home and Financial Management, as well as voluntary services. Purchased services include early intervention, home visitation program, and mentoring. Mireles continued review of program highlights noting decrease in general government revenue due to one time pass through allocation for kinship payments, decrease in charges for services as afterhours mental health crisis services moved to the Mental Health Outpatient Clinic program, and further decreases noted in personnel costs, operating expenditures, and interdepartmental charges.

Economic Services Administration and Support presented by Berg. Economic Support programs include Medical Assistance, FoodShare, Child Care, Fraud elimination program, and Low-Income Energy Assistance Program. January 2012 partnered with Fond du Lac, Ozaukee, Walworth, and Washington Counties forming the Moraine Lake Consortium. Consumers are served through the call center. Each call is answered in 15 minutes or less; currently averaging 4.78 minutes. Aside from the call center, consumers can access services by applying at the Human Services Center, a kiosk with phone and computer is available, Workforce Development Center, Pewaukee, or by home based computer. Berg continued review of program highlights noting decrease in general government and personnel costs due to the sunset of the PPACA positions, home energy decrease of \$10,000, a decrease in federal and state allocation received by the Moraine Lakes Consortium, and unfunding of clerical position(s).

MOTION: Cronin moved, Howard seconded, to tentatively approve the proposed intake and support services division 2015 operating budget. Motion carried 6-0.

Proposed Child and Family Services Division Budget

Roberts presented the Child and Family Services Division budget. Child and Family Services covers In-Home Safety and Out of Home Placement. The program area is comprised of the Child and Family Services Unit and the Permanency Services/Alternate Care Unit, which provides in-home safety services to families with a child who has been abused or neglected or are at risk of abuse and neglect. Additionally, services are provided to prevent placements, reunify families, or establish an alternate placement. Alternate Care placements include court ordered placements with relatives, foster homes, treatment foster homes, group homes, residential care centers, and supervised independent living settings. Services provided to parents help prepare for family preservation, reunification, or termination of parental rights.

Roberts continued review of program highlights noting decrease in general government revenue due to decrease in legal costs, and fewer contested hearings and trials. Personnel costs decreased slightly due to retirements, staff changes, and replaced with newer entry level employees.

The Children with Special Needs unit includes three program areas: Birth to Three, which is a partnership with Lutheran Social Services (LSS), the Federal/State Medicaid Home and Community Based Service Waiver for Children's Long Term Support (CLTS), and the Family Support Program. Roberts noted that several children require highly exceptional special needs/programming that require 1:1 care at an extended cost. Targeting children early at a young age and connecting them with the right programming, positively impact their outcomes. The majority of residential care is funded through the county whereas children with long term support waiver funding is through the state. Charges for services remain relatively stable and increased allocation for 2015 to serve approximately 60-70 more children. Currently Birth to Three and CLTS serve about 1,000 children a year.

MOTION: Brandtjen moved, Cronin seconded, to tentatively approve the proposed child and family services division 2015 operating budget. Motion carried 6-0.

Proposed Adolescent and Family Service Division Budget

Slesar presented the Adolescent and Family Service Division budget sharing a brief story and five simple words of something you can talk about. Adolescents intellectually are developed, but not necessarily developed in what regulates their behaviors, and the reason has an effect on how you intervene because of repeat behaviors. Slesar began with the strategic outcomes and the measure of success; did the person reoffend or not. The division is looking to build on that success and is working with Corporation Counsel to setup a partnership with Carroll University and the UW Extension to determine if Waukesha County is capturing the right data and identify the children who are at risk to reoffend. Trauma Inform Care is now recognized and supported in the juvenile justice system, and has affected the younger population eight times the rate of the non-juvenile justice system population affected by post traumatic stress.

Slesar continued with review of program highlights noting a slight decrease in youth aids funding, a decrease in operating expenses due to secure detention funds made available through Washington County. Funds will be redirected and used for wrap around services to meet the needs of youth to remain at home thus reducing residential costs. Slesar noted that the biggest trend in Waukesha County is an increase in truancy referrals among the elementary school age population, and we are

working with Corporation Counsel to place more of an emphasis on the role of the parent and redetermining how to serve these young individuals. Slesar shared a graph depicting the recidivism rate, percentage of youth who reoffend during their period of court supervision, and within one year after supervision ends, noting 70% of youth do not reoffend during that time.

Slesar further reviewed the general government revenue, charges for services noting a one time increase in female secure detention, decrease in personnel costs due to staffing levels at the Juvenile Center, and shift in operating expenses that is due to the contract with Lad Lake.

MOTION: Howard moved, Justin seconded, to tentatively approve the adolescent and family services division 2015 operating budget. Motion carried 8-0.

Proposed Veteran Services Division Budget

Ludka presented the Veteran Services division budget. Revenues from the State remain unchanged from the 2014 budget levels. Tax levy funding increased due to reclassification of one administrative position salary increase and charges for an additional computer. The largest operating expense continues to be for grave flags and markers. Brochures and other items were updated with the QRReader symbol and a Facebook page created for Waukesha County Veterans Services. Additionally, the State changed the property tax relief credit to include the spouse of a deceased service connected disability so on the next report there will be a significant increase. On a positive note, walk-ins to the Waukesha County Veterans office have been steady, emails and phone calls have increased, and the Milwaukee Vet Center continues to meet with veterans and hold group meetings at the Human Services Center.

MOTION: Brandtjen moved, Cronin seconded, to tentatively approve the veteran services division 2015 operating budget. Motion carried 8-0.

Proposed Aging and Disability Resources Division Budget

Page presented the Aging and Disability Resources Division (ADRC) budget. The ADRC general fund is comprised of four program areas: Adult Protective Services, Transportation, Community Services, and Nutrition. Strategic Outcomes for the division were reviewed.

Adult Protective Services provides intervention for vulnerable adults to ensure their safety and well being, protect them from harm, and maximize their level of independence. General government and charges for services remain unchanged from last year. Anticipating a 2% increase for cost to continue, decrease in operating expenses due to the payment for Marsh Country Health Alliance, and increase in interdepartmental charges.

Specialized Transportation for older adults and individuals with disabilities. Smith reported general government revenues are budgeted to increase related to the State of Wisconsin Department of Transportation Specialized Transportation grant. The state grant requires a 20% local cash match or tax levy funding which the county overmatches. With some reallocation of staff FTE time, no increase or decrease in the overall net was reported. Additionally, with the goal to provide more accessible/available transportation to residents of Waukesha County, the department is budgeting \$69,471 for one way trips to be funded out of the transportation program. Waukesha County collaborates with Interfaith, a non-profit organization, to assist with volunteer drivers, which is more economical versus cost of Medicare vans and Rideline.

Community Services is a program funded under the Older American's Act. No fees are associated with this program, but donations are welcomed. Smith reported general government revenues decrease due to the Older American's Act funding related to the sequestration. Staffing FTE's were reallocated and maximized as not to reduce services to the senior population. Waukesha County is monitoring adult day care services as it is experiencing a reduction in demand.

Nutrition program includes home delivered meals and ten senior dining meal sites. Congregate meals are held at La Casa, and city meals are prepared out of the Health and Human Services Center facility kitchen. Smith stated that complaints about the Oconomowoc senior dining location are being addressed. This new building opened in March of 2013. Management has been very cooperative as we work on solutions for the issues addressed. Program highlights include an increase in the home delivered meals as Waukesha County sells meals to the managed care organizations. A dish machine to cut down on disposable dishes is being piloted at the Brookfield Center. No increase is projected for a new food vendor; projecting a 3% increase in 2015.

Page reported on the ADRC Contract Fund, a special revenue fund that provides the public with information related to aging or living with a disability, specialized counseling, support, and other options for older adults and adults with disabilities. Funding consists of federal and state dollars and is budgeted to increase with the addition of four ADRC specialists and one Dementia Care specialist. This will enhance more community outreach and marketing. Page continued with review of personnel costs, operating expenses, interdepartmental charges, and activities. Page noted that information and assistance contacts are on the rise and pointed out the great work benefit specialists do on a daily basis with clients.

MOTION: Brandtjen moved, Howard seconded, to tentatively approve the aging and disability resource center division 2015 operating budget. Motion carried 8-0.

Review 7/17/14 Schedule

Robertson provided a recap and summarization of items including meeting packet for Thursday's budget presentations.

Adjournment

O'Brien made a motion to adjourn second by Paulson. The motion was voted on and carried 8-0. The meeting adjourned at 2:07 p.m.

Minutes recorded by Linda Johnson

Approved on _____
Date